

# FRAMINGHAM EARL PARISH COUNCIL MEETING

Chairman: Cllr Linda Brook

Clerk: Yvonne Wonnacott

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## Minutes of Framingham Earl Parish Council Meeting held on Tuesday 3<sup>rd</sup> March 2020 at 7.30pm at Framingham Earl Community Sports Centre.

**Present:** Cllr Paul Venn (PV) – presiding, Cllr Louise Bishop (LBi), Cllr David Crawford (DC), Cllr Jane Walker (JW), Cllr David Wines (DW), County Cllr Vic Thomson (VT), District Cllr Trevor Spruce (TS), District Cllr John Overton (JO), Lynn Thomas (LT) - Tree Warden, Sandra Cornell (SC) - Tree Warden, PS Jason Ellis, PC Sherry Locke and Yvonne Wonnacott – Parish Clerk (YW).

**Apologies:** Cllr David Todd (DT)

**Members of the Public:** None.

Item		Action By
2019/75	<b>Election of Chairman</b> Cllr Wines proposed election of Cllr Venn to Chairman, seconded Cllr Bishop, all agreed. Cllr Venn accepted position of Chairman, declaration of office signed.	
2019/76	<b>Chairs welcome (to include any apologies for absence)</b> Apologies were received from Cllr Todd. Chair welcome District Councillors, County Councillor and two police representatives to the meeting.	
2019/77	<b>Declarations of interest</b> None.	
2019/78	<b>Suspension of meeting for Public Participation</b> None.	
2019/79	<b>Minutes of the Parish Council meeting held 3<sup>rd</sup> December 2019</b> – for acceptance. No factual inaccuracies were found and the minutes were approved and signed by Chair. Chair raised outstanding action with County Cllr Thomson, minute ref: 2019/68, to provide further information from Norfolk County Councils (NCC) Environmental Plan in relation to section on tree planting. County Cllr Thomson advised still awaiting information.	VT
2019/80	<b>County Councillors report</b>	

	<p>County Cllr Thomson referred to report as previously circulated via email. Key points were summarised as follows;</p> <ul style="list-style-type: none"> <li>- Beryl Bikes will be installing approximately 70 'Beryl Bays' across Norwich</li> <li>- NCC agreed to increase the council tax for 2020-21 by 3.99%, agreed a net budget of £430.421m for 2020-21</li> <li>- Upcoming roadworks on B1332: resurfacing of section by Framingham Earl High School in school summer holidays, ghost turn into Octagon Barns and Bennett homes – no date agreed yet.</li> <li>- Traffic monitoring at the right turn junction onto B1332 from A146</li> <li>- Consultation re plans for new recycling centre at Harford</li> <li>- All 6,000 miles of Norfolk's county roads are set to be managed by a single service from 1<sup>st</sup> April 2020 when NCC's Highways Team transfers to NCC. Under the new arrangements the City Council will continue to manage parking arrangements and city-owned street lights.</li> </ul>	
2019/81	<p><b>District Councillor(s) report</b></p> <p>District Cllr Spruce advised that Pocket Parks application for funding for Poringland Woods was unsuccessful, however will re-apply this year. Only 3 year lease remains, Crown Point Estates have been approached requesting 25 year lease. District Cllr Spruce is meeting on site with the Community Assets Delivery Officer from South Norfolk Council (SNC) next week to look at remedial work for bridges.</p> <p>District Cllr Overton provided report to meeting, summary of key points as follows;</p> <ul style="list-style-type: none"> <li>- Whole of South Norfolk is covered by a Public Spaces Protection Order made under section 59 of the Anti-Social Behaviour, Crime and Policing act 2014. This makes it an offence for a person in control of a dog not to clear up the dog mess immediately on any land that is open to the air and to which the public is entitled or permitted to have access (with or without payment). Parish Clerk to circulate details.</li> <li>- Four District Councillors met with new head of Framingham Earl High School. Intake in future to be based on local people, catchment areas may be subject to change.</li> <li>- SNC taken over Framingham Earl Community Sports Centre (FECSC) on 5 year lease. Budget of £220,000 for improvements.</li> <li>- Big Sky (owned by SNC) building 450 houses in Cringleford.</li> <li>- Invested £120,000 in Crusader Rugby Club and £150,000 Wymondham Tennis Club.</li> </ul>	YW

2019/82	<p><b>Parking problems at One Stop Shop/Post Office and surrounding area</b></p> <p>Chair provided brief background to meeting. Subject opened up for discussion, summary of discussion and proposals going forwarded summarised below.</p> <p><u>Police</u></p> <p>Police advised as the actual car park is on private property they are unable to take any action with regards directly to the car park. However, the Police can take action in relation to the obstruction of resident's driveways, and can arrange for the vehicle in question to be removed. Police would request any incidents are reported to them alongside photographic evidence capturing the vehicles index (registration) number. Police contact is PC Sherry Locke, telephone number: 101 ext.: 6205, email: <a href="mailto:Sherry.Locke@norfolk.pnn.police.uk">Sherry.Locke@norfolk.pnn.police.uk</a></p> <p>Advised that it is not an offence to park on pavements, it is just a "should not" recommendation within the Highway Code. However, the Police can deal with instances where the pavement is blocked. The enforcement of parking on yellow lines does not come under Police remit.</p> <p><u>Proposals</u></p> <p>All agreed to the following proposals to take matter forward;</p> <ol style="list-style-type: none"> <li>1. County Cllr Thomson to check with Highways re feasibility of yellow lines on side of road near corner</li> <li>2. Chair/Parish Clerk to look into use of social media in future in conjunction with Police representative as form of providing practical advice</li> <li>3. To contact manager of One Stop Shop asking them to check with leaseholder (Tesco's) if they would be prepared to have "Motorists Please Consider Pedestrians" signage erected on the car park. If accept proposal in principle, Parish Council (PC) to contact land owners for their permission.</li> <li>4. Update to be provided to parishioners advising of 3 course action being taken.</li> </ol>	<p>VT</p> <p>PV/YW</p> <p>YW</p> <p>YW</p>
2019/83	<p><b>Planning matters</b></p> <p><u>Applications received to date</u></p> <p>2020/0426, 22 Long Road. All agreed Councillors to review proposals and provide any comments to Parish Clerk by close of play 10/03/20.</p> <p><u>Decision notices received to date</u></p> <p>None.</p> <p><u>Greater Norwich Local Plan (GNLP) consultation</u></p> <p>All agreed Parish Clerk to respond as follows;</p> <p>"PC strongly endorses the recommendation in the GNLP not to develop the Poringland/FE Key Service Centre beyond the existing site allocations. The infrastructure has reached saturation</p>	<p>ALL</p> <p>YW</p>

	<p>point and is at full capacity. In addition PC recommends building on existing allocations before new allocations are considered”.</p> <p><u>2020/0047 – parishioner request</u></p> <p>Chair referred to parishioner email previously circulated requesting the PC’s attention be drawn to their comments on planning application 2020/0047. Comments noted. All agreed Parish Clerk to contact parishioner advising that it was the PC that took action to ensure that the owner sought planning permission, as gates were erected without seeking approval.</p>	YW
2019/84	<p><b>Finance matters</b></p> <p><u>Finance and Admin Report</u></p> <p>Finance and Admin Report with financial summaries was approved.</p> <p><u>Banking</u></p> <p>As per Finance and Admin report, all agreed in interim period of third signatory being set up, for future payments where feasible to be paid online via bank transfer. Any risk managed through Chair seeing site of bank statements and bank reconciliations on a monthly basis. All agreed for PC to investigate feasibility of moving to online payments as standard practice, to be included in May agenda and situation reviewed.</p> <p><u>Pension payment – Parish Clerk</u></p> <p>All agreed to formally adopt process of pension payments being paid online via bank transfer with immediate effect. Existing Financial Regulations allow for this process to be in place.</p> <p><u>CPRE membership renewal</u></p> <p>Membership renewal at £36 agreed, Parish Clerk to arrange payment.</p> <p><u>SLCC membership renewal</u></p> <p>Membership renewal at £40.25 agreed, as split between 4 Parish Councils, all agreed Parish Clerk to claim via expenses.</p> <p><u>Church maintenance grant @ £230</u></p> <p>As per agreed budget 2019-20, payment noted.</p>	<p>YW</p> <p>YW</p>
2019/85	<p><b>Councillor vacancy</b></p> <p>Draft advert approved, Parish Clerk to add to noticeboards.</p>	YW
2019/86	<p><b>Temporary Six Strategic Group representative</b></p> <p>Cllr Wines advised happy to continue to attend meetings. All agreed no temporary representative required in Cllr Todd’s absence.</p>	
2019/87	<p><b>Governance documents</b></p> <p>Amended Risk Management Scheme as previously circulated via email, noted and formally adopted with immediate effect.</p>	
2019/88	<p><b>CPRE – “The Pledge”</b></p> <p>All agreed for PC to withdraw their support of “The Pledge” with immediate effect. Parish Clerk to notify CPRE of withdrawal.</p>	YW
2019/89	<b>Operation London Bridge</b>	

	All agreed Parish Clerk to contact Poringland Parish Council to establish if they are intending to have a condolences book and if so could this be a combined book for both parishes with proposal of pro-rata contribution towards the cost.	YW
2019/90	<p><b>Environmental Matters</b></p> <p><u>Tree Wardens report</u></p> <p>Report provided to meeting key points summarised as follows;</p> <ul style="list-style-type: none"> <li>- Carried out survey on The Dell</li> <li>- Fallen tree at Oaklands play area. Tree Warden(s) contacted SNC, Charles Church and the Management Committee (via telephone). All agreed Tree Warden to follow up via email to Management Committee.</li> </ul> <p>Chair advised 3 dead trees at Earlsmead/Oaklands had been replaced.</p> <p><u>The Dell – ownership of land/tree surveys</u></p> <p>Chair provided background on investigations to date. Tree Warden to provide map of The Dell to Chair which shows boundaries. Chair to contact NCC Highways to confirm boundaries (refer to paperwork re maps produced at time of roundabout being built). Item to be included on May agenda.</p> <p>Cllr Walker raised point of decision needs to be made as to future purpose of The Dell, suggested wildlife sanctuary. All agreed to be considered at later date.</p> <p><u>Footpath Warden report</u></p> <p>Cllr Crawford advised section of footpath near The Gull is currently un-walkable, Cllr Crawford in talks with Chair of Framingham Pigot Parish Meeting. Cllr Crawford advised been invited to join Chet B-Line group, which aims to improve the environment along the river. Proposed for Cllr Crawford to represent PC, proposed Cllr Bishop, seconded Cllr Walker, all agreed.</p>	<p>SC</p> <p>SC</p> <p>PV</p>
2019/91	<p><b>Working party (traffic/transport/parking issues)</b></p> <p>Chair referred to Finance and Admin Report. The Executive Director of Community and Environmental Services (NCC) advised re-appraised position and reviewed location in line with NCC speed management strategy with outcome that Long Road and Pigot lane do meet the relevant criteria for reduction of speed limit. Chair advised letter sent to Richard Bacon 17/02/20 awaiting reply.</p>	
2019/92	<p><b>Correspondence received to date</b></p> <p><u>Parishioner correspondence – proposed signage One Stop Shop</u></p> <p>As discussed under minute reference 2019/82.</p> <p><u>Parishioner request – street lighting to Earlsmead Estate</u></p> <p>All agreed Earlsmead estate does not fall under PC remit, parishioner would need to raise with one of the 5 representatives who sit on the Management Committee for the RMG group.</p> <p>Parish Clerk to advise parishioner accordingly. All agreed PC</p>	

	<p>against the provision of street lighting in the Parish, unless there are overwhelming safety reasons to do so.</p> <p><u>Parishioner request for dog bin to entrance at Walnut Tree Drive</u></p> <p>To be deferred to May meeting.</p> <p><u>Village Fete – Saturday 11<sup>th</sup> July 2020</u></p> <p>Date noted. Parish Clerk to contact Poringland Community Centre Manager re proposal of signage on PC's joint stall clearly stating run by both Parish Councils.</p> <p><u>Poringland Parish Council letter dated 21/01/20</u></p> <p>As requested placed on record Poringland Parish Council's thanks to the PC for the donation towards the operation of Poringland Playing Field.</p> <p><u>Priscilla Bacon Hospice – donation request</u></p> <p>All agreed due to financial constraints unable to donate.</p> <p><u>EACH – donation request</u></p> <p>As previously agreed in 2020/21 budget £50 donation to be made next financial year.</p> <p><u>Community First Responders – donation request towards defibrillators within local Parishes</u></p> <p>As per previously circulated email 03/03/20. All agreed to £150 donation towards the defibrillators. Parish Clerk to contact Poringland Parish Council who hold ring fenced account, to make payment.</p> <p><u>VE day 8<sup>th</sup> May 2020</u></p> <p>All agreed on this occasion PC will not be holding any events/celebrations, due to constraints.</p>	<p>YW</p> <p>YW</p>
2019/93	<p><b>Date of next Parish Council meeting(s), Annual Parish and Annual Parish Council meetings, and items to be considered for agenda.</b></p> <p>Chair advised Annual Parish and Annual Parish Council meetings 5<sup>th</sup> May 2020.</p> <ul style="list-style-type: none"> <li>- Banking – online payments</li> <li>- The Dell – ownership update/tree surveys</li> <li>- Consideration of Parishioner request for dog bin at entrance to Walnut Tree Drive</li> <li>- Provision of allotments – update and consideration</li> </ul>	
2019/94	<p><b>Chairman's urgent business – if any.</b></p> <p><u>Cllr Todd – absence from meetings</u></p> <p>Chair advised of Cllr Todd's absence from future meetings until further notice due to personal circumstances. Cllr Todd will be accessing and responding to emails over this period. All agreed to authorise Cllr Todd's absence.</p>	

The meeting closed at 9.05 pm.

Minutes prepared by Yvonne Wonnacott 04/03/20

Approved ..... Date.....